

SNP Administrative Review Findings**Valparaiso Community Schools (6560)****Program Year 2018****Valparaiso Community Schools (6560)**

2727 N. Campbell St.
Valparaiso, IN 46385-2356

Food Service Contact

Mrs. Kathleen Kane
Food Service Director
(219) 531-3050

Executive Contact

Dr. Ric Frataccia
Superintendent
(219) 531-3000

No. of Sites / Reviewed: 12 / 3
Month of Review: January 2018

Commendations

- * - All applications were approved for the correct benefits.
- Menu choices contained good variety.
- Kitchen staff was friendly and knowledgeable at each school reviewed.
- Kitchens were clean and very well organized.

Verification - Valparaiso Community Schools (6560)

209. Review of verified applications – properly selected, replaced applications correctly, verified correctly?

Finding 9042: Selected applications not verified correctly.

Based on the verified applications selected for review, the post verification determination was incorrect for one or more applications.

Corrective Action:

The SFA incorrectly verified one application on file. The household provided direct deposit slips for their proof of verification. The USDA income guidelines use gross income, therefore the SFA will need to contact the household to receive a more accurate representation of their gross income.

The SFA has contacted the household and the proper documentation was received. The student will stay on current meal benefits.



SNP Administrative Review Findings

Valparaiso Community Schools (6560)

Program Year 2018

Heavilin Elementary School (6903)

2727 N. Campbell St.
Valparaiso, IN 46385-2356

Food Service Contact

Ms. Jackie Schutz
Food Service Manager
(219) 476-8820

Month of Review: January 2018

Date of Onsite Review: February 21, 2018

No Findings during Site 6903 Review

SNP Administrative Review Findings**Valparaiso Community Schools (6560)****Program Year 2018****Parkview Elementary School (6921)**

2727 N. Campbell St.
Valparaiso, IN 46385-2356

Food Service Contact

Mrs. Deb Douglass
Food Service Satellite Lead
(219) 531-3110

Month of Review: January 2018

Date of Onsite Review: February 20, 2018

Meal Components & Quantities - Parkview Elementary School (6921)

409. Review period production records/documentation - required meal components offered, daily/weekly requirements met?
Enter data.

Finding 9075: Production records/supporting documentation indicate weekly meal pattern requirements for the age/grade group(s) not met.

Based on a review of production records and other supporting food crediting documentation for 1 week during the Review Period 1/22 - 1/26, some meals served during the week reviewed did not meet the appropriate daily and weekly meal pattern requirements for the age/grade group(s) being served. Meals missing required meal components during the week reviewed: 2.

On 1/26/2018, there were 36 breakfast meals claimed and only 34 servings of fruits/vegetables served to students. Two of the meals did not have all components to be considered a reimbursable meal.

Technical Assistance:

The school was provided technical assistance during the on-site visit - no further action is necessary.



SNP Administrative Review Findings

Valparaiso Community Schools (6560)

Program Year 2018

**Thomas Jefferson Middle School
(6887)**

2727 N. Campbell St.
Valparaiso, IN 46385-2356

Food Service Contact

Ms. Nancy Moore
Food Service Manager
(219) 531-3140

Month of Review: January 2018

Date of Onsite Review: February 22, 2018

No Findings during Site 6887 Review